

# 2022 virginia volunteerism summit

Call for Proposals Guidelines

**Submission Deadline: Monday, January 31, 2022 at midnight ET**

The 2022 Virginia Volunteerism Summit will occur virtually, using a Cvent platform. The event will be 9am-3pm, May 4<sup>th</sup> and May 5<sup>th</sup>, 2022. Expected attendance for the trainings is anticipated to be between 400-500 people. The theme for the 2022 event is “Serving Together to Build Strong Communities”. Conference speakers will inspire and motivate participants to think about how we, as a sector and as individuals, can shape the future for volunteers, nonprofit and service organizations, and for our local communities.



## About the Summit

The purpose of the Virginia Volunteerism Summit is to encourage and equip organizations and individuals to make a difference in their communities. The 2022 Summit will empower stakeholders through engaging in powerful conversations about service and volunteerism. On the first day of the 2022 Virginia Volunteerism Summit, participants will hear from inspiring, nationally-known speakers about the impact and future of service and volunteerism, as well as the 2022-2024 Virginia State Service Plan.

On the second day, there will be a full schedule of “masterclass” sessions, or workshops, to build skills, learn new ideas, and make connections with other leaders in service and volunteerism. The sessions will provide practical tools while facilitating thoughtful discussions and dialogue for the primary audiences. Please see below for information on submitting a proposal for a session.

## Target Audience

The primary audiences for this event are:

- Staff from nonprofit and volunteer-serving organizations
- Leaders from nonprofit, civic, social service, and volunteer serving organizations
- Staff and leaders from philanthropy and CSR
- AmeriCorps and AmeriCorps Senior members, volunteers, program staff and leaders

## Virginia Volunteerism Summit Outcomes

During this event, we hope to do the following:

- Connect leaders invested in service and volunteerism as a solution
- Share information about resources, strategies, and new ways to build capacity in social service and nonprofit organizations
- Engage in co-creating a statewide network for the common good
- Facilitate best practice sharing and discussion on pressing challenges facing the field, specifically for volunteer programs
- Meet the needs of all experience levels and stakeholder groups
- Provide opportunities for professional development

During the trainings, we hope our participants leave with:

- Questions answered
- Solutions to problems they face
- New resources and connections across the state
- Next steps to enhance the service and volunteer landscape, engage with others and the Virginia Service Commission, and make changes at the community level



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## Masterclass Session Format and Presenter Details

All sessions will be presented in a virtual format during a 60-minute session time block. Presenters will use the Zoom platform, integrated through our Cvent event platform, to present their session. Presenters will provide training to approximately 30-75 participants in a specific breakout room. Sessions should 1) present information and 2) build specific skills by giving the participants an opportunity to practice the concepts presented.

### Session Topics

Proposals that address additional topics will be considered; however, during the selection process, **priority will be given to proposals that address the below list of topics.** Regardless of the topic, all presentations should focus on providing practical tools and information that attendees can act on and implement in their own programs/organizations.

- Building a strong culture of service, volunteerism, and civic engagement
  - Creating policy change to support service and volunteerism
  - Using research and data to inform program design
  - Increasing awareness and recruitment of volunteers
  - Volunteer recognition and strategies to sustain and scale volunteer programs
- Cultivating a more representative, integrated, and aligned network of partners
  - Convening and facilitating productive groups and coalitions
  - Advancing diversity, equity, inclusion, and justice through and within volunteerism
  - Discussing current trends in volunteerism, service, and civic engagement
- Developing robust resources and support infrastructure
  - Increasing capacity building and program development
  - Mobilizing and engaging stakeholders
  - Building organizational capacity
- Other relevant topics
  - Personal and professional development for nonprofit and volunteerism professionals
  - Leadership development for volunteers, staff, and board of directors
  - Career trajectories and professional development within the service sector
  - Best practices in national service

Presenters should include a hands-on component for participants to practice what they are learning in some interactive way: individual, small group, or large group activities; discussion; games; reflection; worksheets; panel discussion, etc. We encourage presenters to allow time for audience questions and answers.

Participants who attend these sessions will have varied levels of experience. **Proposals that address experienced and advanced levels are strongly encouraged.** Proposals should specifically identify the targeted Level of Instruction for the audience:

- **Introductory (101):** Staff with less than two years of experience on this topic.
- **Experienced (201):** Staff with 2-5 years of experience on this topic.
- **Advanced (301):** Staff with more than 5 years of experience on this topic.
- **General Audience:** Mixed audience with various levels of experience.

How do I submit a proposal?

Proposal forms must be submitted via the online form available here:

<https://forms.gle/g6LXL6xeEqKYiTes9>

If you have any questions or concerns about the Proposal Form, please contact Analise Adams, [analise.adams@dss.virginia.gov](mailto:analise.adams@dss.virginia.gov)





## Frequently Asked Questions

*What is the submission deadline?*

All proposals must be submitted online by **Monday, January 31, 2022 at midnight ET** to be considered for the 2022 Virginia Volunteerism Summit.

*How will proposals be selected?*

Proposals will be reviewed by the Summit Planning Committee and selected based on the following criteria:

- Relevance to the training purpose and outcomes
- Ability to address timely, relevant topics (see above topic list)
- Building of participants' skills/knowledge
- Presenter's training experience, skills, and style
- Topic, content, and methodology
- Clear outcomes for increasing participant skills and knowledge

*When and how will I know if I have been selected?*

Presenters will be notified by email in early March. Presenters will be required to submit presentation materials for posting 2 weeks in advance of the event. Please do not register for the event until you have been notified about your selection for presenting, as presenters will be provided specific registration instructions.

*If I am selected, what are the next steps?*

Presenter selections will be made by the committee in late February, and notifications sent out early March. When notified for selection, presenters will be provided with instructions on how to register for the event and due dates for presentation materials, next steps to upload information to the event platform, and other event details. All information will be emailed to the lead presenter who is responsible for sharing with the co-presenters, if applicable.

*What costs will be paid to me as a presenter?*

There will be no monetary compensation for presented sessions. All presenters will receive a complimentary registration to the full event, and technical assistance in presenting during their session. For questions about sponsorships, etc. please contact Analise Adams ([analise.adams@dss.virginia.gov](mailto:analise.adams@dss.virginia.gov)).

### Contact

For questions related to this call for proposals, please contact:

Analise Adams

Virginia Service Commission

Statewide Engagement Officer

[analise.adams@dss.virginia.gov](mailto:analise.adams@dss.virginia.gov)

Please visit our website for more information: [virginiasservice.virginia.gov](http://virginiasservice.virginia.gov)

